

## Attachment A

### PROJECT SAFE PLACE SERVICE STANDARDS

All Project Safe Place programs must meet national standards and be licensed by National Safe Place.

Programs must explain how Project Safe Place complements the mission of their agency and how it addresses juvenile delinquency prevention, the single core role of youth service bureaus that is funded by DCS.

The Safe Place program consists of five components:

- **Crisis Intervention:** Project Safe Place staff is available 24/7 to all Safe Place sites and referral sources. Upon receiving a referral, project staff immediately assess the situation and eliminate existing safety concerns while providing comfort to the youth; begin crisis intervention by interviewing the youth, the referral source or Safe Place site personnel and parents/guardians of youth in-crisis. Along with immediate intervention, the youth and family are given referrals to appropriate community resources.
- **Community Outreach/Education:** Project Safe Place staff provides information to increase awareness of the program through school and community presentations and events. Middle and high schools may be targeted to provide services to youth. Community presentations increase community awareness as well as maintain Safe Place social networking sites to educate youth and adults.
- **Volunteer Recruitment and Maintenance:** Youth outreach groups consisting of youth who have previously been helped through Safe Place may be formed to assist with helping more at-risk youth. Volunteers are continually recruited through high schools and through the community.
- **Site Recruitment and Maintenance:** Safe Place programs maintain sites by conducting annual site checks and providing training as

appropriate to insure that procedures are followed. Programs may recruit sites as needed to cover their agency geographic areas.

- **Program Evaluation:** Utilization of the National Safe Place (NSP) database allows for data collection to evaluate program outcomes and effectiveness. Safe Place programs must submit data electronically to the NSP database monthly by the 15th of the following month in order for the programs to remain in compliance with program standards.

## **Eligibility Requirements**

The following eligibility criteria are based on National Safe Place standards. Applicants must demonstrate their ability to comply with these criteria:

- Sponsorship of Project Safe Place is limited to non-profit licensed or state approved emergency shelters or host homes programs for youth.
- The applicant agency (not interpreted as a Safe Place site) must be accessible to youth 24 hours a day 365 days a year.
- Crisis intervention counseling services must be provided to each youth. Programs should provide individual, family, and group counseling on a short and/or long term basis.
- Options for out-of-home placement of youth must be available for any youth seeking help through Project Safe Place on a 24 hour basis. Age limitations are determined by each agency's licensure and referrals to age-appropriate placements must be made for youth who fall outside the agency age limits.
- Client confidentiality must be maintained at all levels of outreach (youth, Safe Place sites, Safe Place volunteers, program staff, referrals).
- Applicant agencies must provide appropriately trained and resourced staff to furnish Safe Place services in the five program components.
- Applicant agencies must demonstrate an ability to provide sufficient matching resources (cash or in-kind) to maximize delivery of Safe Place services in the community.

## **Billable Units**

Payment for services will be based on actual allowable costs. Grantees will bill monthly

based on these payment points:

- .1-personnel
- .2-other
- .3-contracts
- .4-supplies
- .5-equipment
- .6-buildings/lands
- .7-indirect cost
- .8-travel